

### **Staff Required Credentials**

**Instructions:** Complete the chart as follows: Enter Agency and Program Name. Col 1: list the functional title for staff on your funding request. Col 2: Indicate the minimal requirements for your program's funded position(s). "Credentials" is defined as any required licensure, degree, or training that the staff must have in order to perform in the identified position. If none are required, simply list "non-credentialed". Col 3: Identify the staff person, if known, to fill this position. This person may have more credentials than required. Do NOT list all their credentials. We are interested in the minimal requirements for the position. Col 4: In the Y/N column indicate if the staff has credentials above and beyond the minimal requirements. Col 5: Enter proposed hourly rate for position. Col 6: Enter proposed annualized salary for position. Col 7: Enter proposed annualized fringe for position. Col 8: Enter total sum of both Salary (column 6) and Fringe (column 7).

[illegible]